



Putting Suffolk's waste to good use

Suffolk EfW Community Liaison Group - Minutes

Suffolk energy-from-waste facility board room
Tuesday 14 March 2017 – 6:30pm

Attendance:

John Field, chair
Penny Pearson, Somersham resident
Widge Bowman, Great Blakenham Parish Council
Tony Adams, Barham resident
Chris Studd, Claydon Parish Council
Graham Blair, Great Blakenham resident
Matthew Hicks, Suffolk County Council

Observers:

Paul Leighton, SUEZ
Steve Palfrey, Suffolk County Council
Adrian Sherman, Environment Agency

Recorder:

Emma Jordan, SUEZ

Apologies

Roy Barker, Mid Suffolk District Council
David Welham, Claydon resident
Emily Pile, SUEZ

Absent

Trevor Messenger, Great Blakenham resident
John Blackmore, Bentley resident
Christopher Yarker, Ipswich resident
Marion Little, local resident

Discussion	Action
<p>1. <u>Welcome & Apologies:</u> Emma was introduced to the group as the corporate affairs manager for SUEZ in the South.</p> <p>Apologies received from David Welham, Cllr Roy Barker and Emily Pike.</p> <p>2. <u>Review of minutes from last meeting and actions:</u></p> <p>The minutes were approved as an accurate record of the meeting.</p> <p>Update on actions:</p> <p>Lorries using Pound Lane Penny's report of lorries using Pound Lane had been followed up with Mid-Suffolk District Council. It was confirmed the lorries shouldn't be using this road and members were asked to report any reoccurrences as promptly as possible to help identify the vehicle concerned.</p> <p>Film The Grimshaw film is still in production, CLG will see a copy when it is completed.</p> <p>Mid Suffolk collection crews tour Site tour to be arranged for Mid Suffolk collection crews.</p> <p>Environment Agency quarterly reports Reports to be re-sent to John who will circulate to interested members.</p> <p>AS confirmed there were no compliance issues, the reports take a more in depth look at the exceedences, the last report covers October – December 2016. The objective is to demonstrate transparency and the actions being taken to address the exceedences.</p> <p>Email parish clerks to make them aware of how to access Environment Agency information.</p> <p>3. <u>Site operational update presentation</u></p> <p>OEE (overall equipment effectiveness) 2016</p> <p>OEE for 2016 showed a strong start to the year with a dip in April due to the outage. From August the process was turned down slightly to remain within the consented 269,000 tonnes and this is reflected in the OEE. There was a second outage in November and OEE increased again in December when the facility was at full capacity to handle the Christmas peak.</p> <p>Overall it was a strong year with OEE averaging 88.92% against the target of 86.7% and close to 89%, which is considered world class.</p> <p>The facility is trying to remain at around 80 – 85% OEE this year to</p>	<p>Emma Jordan</p> <p>Roy Barker</p> <p>Adrian Sherman / John Field</p> <p>Adrian Sherman / Emily Pike</p>

keep local third party waste coming in at a steady rate.

Waste inputs 2016

266,553 tonnes waste was received in 2016. 2,000 tonnes additional was received in January as Christmas was over a weekend last year.

Performance

The plant performed well in 2016 and continues to perform well in 2017 with good availability. The work undertaken with Suffolk County Council on removing large bulky items from the waste stream has been effective.

Outages

During the November outage some minor repairs were carried out as anticipated. The baling trial during this outage was very successful. This was carried out by a third party contractor, Freedom, in South Norfolk near the border near Thetford, due to safety concerns about baling in the tipping hall. Steve and his team audited the contractor. The bales were drip fed back in at around 100 tonnes per day following the outage.

Steve explained that the County Council's aim is to avoid landfill, which this trial allowed and there shouldn't be a need to use landfill for future outages. There is a small percentage of items that the facility can't accept, e.g. asbestos and gas canisters and only 0.9% of council collected waste is landfilled and over 80% of Suffolk's waste is recycled or composted. Mason's landfill is run by Viridor and there is no contract with the council to take waste here, all the contracts are private. Inputs are reducing and it didn't receive much waste in the last outage. John had attended the last liaison meeting for the landfill and noted the site is nearly full and taking waste from out of the county.

Procurement are looking at a long term contract for baling and 2,000 tonnes will be baled in the forthcoming outage. It's easier to feed this back in after the outage as there is spare capacity.

The forthcoming outage is due to run from 22 March to 10 April. Maintenance will be carried out on Line 1 first, there will be four days when both lines are down for common systems maintenance, then Line 1 will come back on and Line 2 will be taken off for maintenance. The main work will be an inspection and repairs to the grate which is expected to take five days and nights. There will also be an inspection of the waste bunker floor for damage to the rebar caused by the grab agitating the bottom of the bunker. The bunker will be cleared, a machine will be placed in the bunker and the affected area excavated and repaired. The integrity of the bunker itself is sound as the slab is 1.5m deep.

Breakfast club

A breakfast club for customers has helped them understand the

waste acceptance criteria.

Staff

One new senior operations technician and one new operations technician have recently been recruited. The facility has a strategy to recruit locally as turnover is largely due to staff moving to roles more local to their homes or better paid roles. 85% of the staff are from Suffolk. The facility is currently recruiting for a senior operations technician.

Landscaping

Eight ash trees were removed after being diagnosed with die back and new saplings have been planted.

4. Site news update

The facility was one of 45 schemes out of 247 applications recognised in the 2017 Civic Trust Awards and the award was presented at a ceremony on 10 March. The awards recognise the best in architecture, and successful projects are deemed to have made an outstanding contribution to the quality and appearance of the built environment while offering a benefit to the local community.

A kitten was rescued from waste delivered to the facility, it was found when waste was being loaded for shredding. It has been given a home by the facility's process engineer.

5. Emissions monitoring

The final CCS score for the facility for 2016 was 5.6, within the internal target of less than 10, and placing it in Band B (the Environment Agency rate sites with the highest rating being Band A).

In January 2017 the facility made two notifications to the Environment Agency for four breaches. There was a marginal breach of the daily limit for hydrogen chloride on line one with a reading of 10.02mg/m³ against a limit of 10mg/m³. This was due to elevated temperatures in the sixth pass as a consequence of boiler tube fouling. This issue has been raised as a latent defect with CNIM and a different cleaning procedure has been introduced by Suez.

There were three breaches of the half hourly limit for total organic carbon on line 2 which occurred after Christmas when there was a large volume of waste that was compressed making combustion more difficult.

Investigations are scheduled to establish the root cause of the

breaches.

There were no recorded breaches in February and March.

Adrian reported that the Environment Agency had no major concerns over the reported breaches. For total organic carbon, the breaches were for one out of 48 half hourly results per day which is negligible in the context of local air quality. The assessment for the permit was based on operations being at the emission limit values and the facility isn't operating near these. A continuous improvement project to reduce total organic carbon breaches is ongoing and the emissions monitoring results show this is moving in the right direction, and the baling trial is part of this.

Paul added that all SUEZ energy from waste facilities performed well in their emissions results. The business focuses on environmental compliance and is proud of its track record and relationship with the Environment Agency.

6. Health and safety

In January there were seven near misses and one property damage; in February there were nine near misses and one personal injury and in March to date there has been one near miss.

The property damage in January was caused by a lorry driving into the exit door with its nets up, and the personal injury in February was caused when a maintenance technician knelt down to change a motor and struck his knee on a metal kick guard.

SUEZ has an internal health and safety campaign called Safety in Mind which encourages staff to take a proactive approach to health and safety. Regular conversations are held about how health and safety can be improved and near misses, when staff report potential health and safety risks, are positive with safety representatives asked to identify potential issues.

7. Visitor centre update

There were: nine visits in January, three schools and six adult groups totalling 200 people; eight visits in February, one school and seven adult groups totalling 124 people; and six visits in March, 5 schools and one adult group totalling 116 people. These visits are from word of mouth and feedback from visits continues to be very positive.

SUEZ will be at the Suffolk Show in May working with Suffolk County Council and other waste companies as in 2016.

Emily Pike has been successful in her application to become a Safety, Health, Environment and Quality (SHEQ) advisor replacing

Polly who has taken a job closer to home.

8. AOB

Matthew noted that he and John were facing re-election in June. Steve noted there are places on the group for the local member and Cabinet member, and independent roles chosen by members.

Chris requested a site visit ahead of the next meeting. Paul proposed a 5.30pm start for any members interested in attending the site visit.

Paul informed members that SUEZ is bidding for a contract for a similar facility in Australia and a group of councillors from there will be visiting the facility on 21 March and have asked to meet CLG members. He suggested any members willing to meet the visiting councillors over lunch. An email will be sent to members to confirm details.

9. Dates of future meeting

Tuesday 13 June, 5.30pm site tour, 6.30pm meeting
Tuesday 18 September

Emma Jordan



Putting Suffolk's waste to good use

Suffolk EfW Community Liaison Group - Minutes

Suffolk energy-from-waste facility board room
Tuesday 13 June 2016 – 6:30pm

Attendance:

John Field, chair
Penny Pearson, Somersham resident
Widge Bowman, Great Blakenham Parish Council
Trevor Messenger, Needham Market resident
David Welham, Claydon resident
Marion Little, local resident
John Blackmore, Bentley resident

Observers:

Paul Leighton, SUEZ
Claire Davies, SUEZ
Steve Palfrey, Suffolk County Council

Apologies

Matthew Hicks, Suffolk County Council
Graham Blair, Great Blakenham resident
Chris Studd, Claydon Parish Council
Cllr Roy Barker, Mid Suffolk District Council
Adrian Sherman, Environment Agency
Emily Pike, SUEZ

Absent

Tony Adams, Barham resident
Christopher Yarker, Ipswich resident

Discussion	Action
<p>Welcome & Minutes Claire was introduced to the group as the community liaison manager for the site.</p> <p>Apologies received from Matthew Hicks, Graham Blair, Chris Studd, Cllr Roy Barker, Adrian Sherman, and Emily Pike</p> <p>2. Review of last minutes and actions: The minutes were approved as an accurate record of the meeting except that Marion Little had sent her apologies and the spelling of Pike.</p> <p>Update on actions:</p> <p>Mid Suffolk collection crews tour Offer of tours to be extended to the Mid Suffolk collection crews.</p> <p>Film The Grimshaw film is now produced, copy to be sent to CLG.</p> <p>Environment Agency quarterly reports Report to be circulated by John.</p> <p>Site update</p> <p>Performance</p> <p>Overall equipment effectiveness is a measure of the efficiency of the plant, in May the target was 90.02% and the final result was 91.34% (+1.32%). Exceeding the target led to very good availability, performance & quality.</p> <p>Maintenance</p> <p><u>In April the shutdown took place and a number of works successfully took place.</u></p> <ul style="list-style-type: none"> • A modification of the first pass structure was carried out to enable concurrent grate and refractory works (Fig. 8/9). • The sixth pass on line 1 was significantly blocked in two locations. This is thought to be from water passing into the system via the rake blowers. This was cleared and removed. • The 6th pass final economisers had a build-up of ash on the walls on both lines 1 and 2. This has been cleared and repaired. • There was an overhaul of the Martin Grate where it was 	<p>John Field/ Steve Palfrey</p> <p>Claire Davies</p> <p>John Field</p>

<p>cleaned and repaired. A number of shark fins were replaced.</p> <ul style="list-style-type: none"> • The air cooled condenser was subject to works to repair any air ingress occurring. • Medium pressure Range pipe work movement, the footplate had moved and degraded and is now fixed. <p><u>Recruitment</u></p> <p>SUEZ has employed two people Claire Davies as the Community Liaison Manger and Andy Glowacki who has joined us from Bristol as a Shift Operations Technician. Deborah Dye who worked in accounts has now left.</p> <p>News update</p> <p>Film – Grimshaw film is now available and will be circulated to CLG</p> <p>Suffolk Show – Photos were shown of the tent at the show which included all of the Suffolk waste partnership and partner organisations. Suez had a rowing machine which was used for people to compete at how many strokes they could do in 20 seconds. Also a display of WEE items to educate not to put these in the black bin but to take them to be recycled.</p> <p>Health and safety</p> <p>As part of his presentation Paul informed the group:</p> <p>Health and Safety culture remains very strong on site</p> <p>Excellent rate Safety in Mind conversations which highlight good practice.</p> <p>CCS score Q1 – 0.3 CCS stands for compliance classification scheme and the matrix the Environment Agency uses to quantify any environmental incident or event. The maximum score is 15 therefore 0.3 for the first quarter is very low.</p> <p>Visitor centre</p> <p>May 3 visits (1 educational and 2 adult groups). 43 people. April 4 visits (4 adult groups including 1 university). 53 people. March 6 visits (5 school and 1 adult groups). 114 people. February 8 visits (1 school and 7 adult groups). 124 people.</p> <p>The low numbers in April were due to the outage.</p>	<p>Claire Davies</p>
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Claire recently attended an aspirations day at Tudor school in Sudbury and has a Science fair and eco day coming up this month.

There are open days planned;

Tuesday 18/07/2017 10am – 12pm

**Wednesday
19/07/2017** 6pm – 8pm

Saturday 22/07/2017 10am-12pm

Tuesday 1/8/17 2pm – 4pm

Thursday 10/8/2017 6pm – 8pm

Questions

Have all of the local schools visited the facility?

- This will be investigated and reported back in the next meeting

Working group with SCC, SERCO & IBC

Paul informed the group that a working group has been set up with SERCO and IBC to standardise the procedures that the drivers work to. It is hoped this invite will be extended to the rest of the Suffolk Waste Partnership in the future.

AOB

Lorries using pound lane

Penny raised that vehicles had been using Pound Lane and when she spoke to Mid Suffolk call centre they did not pass her to the waste team. Steve to raise with Oliver Faires at Mid Suffolk

Water on Lodge Lane

Paul Leighton passed on Chris Studd's message regarding the water on Lodge Lane. Paul confirmed that they have been working with highways and highways have investigated and are confident it is not due to the site being built

Date and time of next meetings. All to start at 6.30pm at the EfW site, Lodge Lane: Tues 26 September 2017; Tues 5 December 2017

Claire Davies

Steve Palfery



Putting Suffolk's waste to good use

Suffolk EfW Community Liaison Group - Minutes

Suffolk energy-from-waste facility board room
Tuesday 10 October 2017 – 6:30pm

Attendance:

John Field, chair
Penny Pearson, Somersham resident
Widge Bowman, Great Blakenham Parish Council
Trevor Messenger, Needham Market resident
David Welham, Claydon resident
Graham Blair, Great Blakenham resident

Observers:

Paul Leighton, SUEZ
Claire Davies, SUEZ
Bryn Griffis, Suffolk County Council
Adrian Sherman, Environment Agency

Apologies

Matthew Hicks, Suffolk County Council
John Blackmore, Bentley resident
Marion Little, local resident
Chris Studd, Claydon Parish Council
Cllr Roy Barker, Mid Suffolk District Council
Tony Adams, Barham resident

Discussion	Action
<p>Welcome & Minutes Apologies received from Matthew Hicks, John Blackmore, Marion Little, Chris Studd, Cllr Roy Barker and Tony Adams.</p> <p>Review of last minutes and actions: The minutes were approved as an accurate record of the meeting.</p> <p>Update on actions:</p> <p>Mid Suffolk collection crews tour Offer of tours to be extended to the Mid Suffolk collection crews.</p> <p>Film The Grimshaw film has been sent to CLG.- https://www.youtube.com/watch?v=FMmurEcpt-U&t=1s</p> <p>Environment Agency quarterly reports Report has been circulated by John.</p> <p>Local schools visiting the facility Claire reported that of the 18 schools within a 3 mile radius of the site 4 had visited and 1 had been visited by the community liaison manger. Since discovering this all of the schools within a 3 mile radius have been called and or emailed inviting them to come for a visit.</p> <p>Water on Lodge Lane Paul Leighton confirmed that after a discussion with Steve Palfery Suffolk Highways have done some work which has relieved the problem.</p> <p>Site update</p> <p>Performance</p> <p>Overall equipment effectiveness is a measure of the efficiency of the plant, the target was 90.02% and the final result was 96.3%. Exceeding the target led to very good availability, performance & quality.</p> <p>Waste received to site during 2017 – 202,365 tonnes</p> <p>Maintenance</p> <p>In September the shutdown took place successfully.</p>	<p>John Field</p>

News update

Jonathan Cross who completed his apprenticeship with the site earlier this year won Apprentice of the year Award from TTE. Jonathan now has a full time job on site.

New Apprentice Started – Pier Place Started in September 2017

£80 raised during the Macmillan Coffee Morning

SUEZ team taking part in the Whole Hog Run on Sunday 15th October

SUEZ have Sponsored 2 Junior teams at Claydon Football Club Teams

SUEZ are looking to sponsor a cup at Claydon football club.

Environmental Compliance

No Breaches throughout June and July

1, 30 min TOC happened in September

In August a series of 30 Min TOC took place– this is due to the Bank Holiday. The Operators actions are under investigation, training has been rolled out.

In October after returning to service from the outage there was a series of 30 min TOC

Adrian the EA Regulator visited site during the outage.

There are 8 resident ducks on site.

Questions

David asked what training was provided in response to the 30 minute breaches.

Paul confirmed it was to increase the oxygen in the furnace from 5% to 8%.

Adrian from the Environment agency stated he was happy that SUEZ are proactive in their compliance with their permit.

Health and safety

As part of his presentation Paul informed the group:

- 1380 Safety in mind conversation took place during the outage
- 3239 Safety in mind conversation have taken place YTD
- 1 lost time accident happened during the outage. This was a hand injury.
- 4 minor injuries happened during the outage including a trip and hand injuries
- Additional 2 Personnel qualified to NEBOSH – Site total 13,

27%

- Excellent feedback during the outage – one contactor said it was the safest site they had worked on.

Visitor centre

June - 12 visits (6 educational and 6 adult groups). 170 people.

July - 14 visits (2 educational, 9 adult and 3 open days) 213 visitors

August - 5 visits (3 Adults, 2 Open days) 61 visitors in total

September - Outage no tours

October - 11 tours booked including 2 open days

There are open days planned;

October 11 6-8pm

October 24 10-12am

November 27 6-8pm

November 30 2-4pm

News Letter

Claire discussed with the group the benefits of making the bi-annual newsletter digital. It was agreed that it would be best if the newsletter went to an email op-in service provided those that want a hard copy can request one. It was also discussed that the newsletter could be circulated with the Intouch magazine. Claire is to investigate this.

Claire

AOB

Lorries using pound lane

Penny raised that vehicles had been using Pound Lane and when she spoke to Mid Suffolk call centre they did not pass her to the waste team. Penny has now been given Steve Palfreys and Bryn Griffins email so that she can make them aware to pass it on to Mid Suffolk.

Chris Yakker standing down

Claire Davies made the group aware that Chris Yakker has chosen to step down from the group.

Date and time of next meetings. All to start at 6.30pm at the EfW site, Lodge Lane: Tuesday 12 December 2017; Tuesday 6 March 2018



Putting Suffolk's waste to good use

Suffolk EfW Community Liaison Group - Minutes

Suffolk energy-from-waste facility board room
Tuesday 12 December 2017 – 6:30pm

Attendance:

Cllr Roy Barker, Mid Suffolk District Council, Chair
Penny Pearson, Somersham resident
Widge Bowman, Great Blakenham Parish Council
Trevor Messenger, Needham Market resident
David Welham, Claydon resident
Marion Little, local resident
Chris Studd, Claydon Parish Council
Tony Adams, Barham resident

Observers:

Paul Leighton, SUEZ
Claire Davies, SUEZ
Emily Pike, SUEZ

Apologies

John Field, Gipping Valley County Councillor
Matthew Hicks, Suffolk County Council
John Blackmore, Bentley resident
Graham Blair, Great Blakenham resident
Jane Hughes, Suffolk County Council

Discussion	Action
<p>Welcome & Minutes Apologies received from John Field, Matthew Hicks, John Blackmore, Graham Blair and Jane Hughes.</p> <p>Review of last minutes and actions: The minutes were approved as an accurate record of the meeting.</p> <p>Update on actions:</p> <p>News Letter – Claire reported back that the final printed Newsletter has been sent and after exploring sending it with the InTouch magazine it was not viable.</p> <p>Lorries using pound lane – Penny confirmed she has received Steve Palfrey’s phone number and has raised it with him again to raise with Mid Suffolk.</p> <p>Site update</p> <p>Performance</p> <p>Overall equipment effectiveness is a measure of the efficiency of the plant, the target was 90.4% for line 1 and the final result was 99.45%, for line two the target was 92% and the final result was 99.65%. Exceeding the target led to very good availability, performance & quality.</p> <p>Waste received to site during 2017 – 267194.66 tonnes</p> <p>Questions</p> <p>Chris Studd asked if the site could take more waste? – We are currently running close to the permit limit of 269,000 tonnes. Extra capacity has to be left at the end of the year as Christmas is at our year end and can be difficult to predict how much incoming waste their will be. However we are always aiming to use all of the allowance within our permit.</p> <p>Widge Bowman – Can we provide more electricity while there is the potential of shortages? – We respond to Triad alerts which indicate when the highest demand for electricity will be by turning off as many process as we can on site so we export as much electricity as possible. However we are limited to how much extra we can produce by the waste permit limit.</p> <p>Maintenance</p> <p>After the outage in September the site was quickly back to normal operations.</p>	

News update

Following a vehicle hitting the exit door the doors, preventing it from operating, both tipping hall doors are currently open to prevent the creation of a wind tunnel which would damage the incoming door. It will take 10-14 weeks for the back door to be replaced as a specialised door is being made which will be stronger. A steel beam is also being erected in front of the door to prevent future damage to the door.

Site Staff

The Operations Administrator Chloe Aldous is leaving the site before Christmas to start a new role outside of SUEZ. The role is being considered to be offered as an apprenticeship.

One of the shift managers had a serious bicycle accident while at home. He will be recovering for a while, currently his position is being covered between the shift managers and senior operation technicians stepping up. For the long term it is planned to bring in additional support from another SUEZ site.

Rising money for Charity

In October 9 members of the team ran the Whole hog there was also a bake sale on site in total raising £280 for Macmillan cancer research.

Paul Leighton, Plant Manager presented SUEZ sponsored football shirts to Claydon football club under 7s team.

The High Sheriff of Suffolk, Geoffrey Probert visited the site in October.

Questions

Roy Barker – Is there plans to offer any other apprenticeships? – Piers Recently joined as the Mechanical Apprentice. However the ethos of SUEZ is to offer apprentices that are good a job therefore we would not want to take on an apprentice unless there will be a role for them at the end of their training. Currently there is no plan to offer any other apprentice roles other than the receptionist role.

Environmental Compliance

After returning to service from the outage there was a series of 30 minute Total Organic Carbon (TOC) and Carbon Monoxide (CO) breaches Emily Pike presented on how these are produced due to incomplete combustion and the lower than predicted caloric value of the waste. This is now being prevented by processing slightly less waste to ensure maximum O₂ input the plant is capable of is sufficient to prevent this production of TOC and CO. Since the changes there have been significantly less breaches. There is plans to further investigate if degradation to the grate is causing self-feeding of waste onto the grate which could also lead to these breaches during the April outage.

Questions

Roy Barker asked if the Calorific value for the waste could be increased. – This is difficult as most of the waste we accept is black bin waste, however what we do have control i.e. business waste we aim of bring in waste with a high CV.

Penny Pearson asked how best for people to make complaints to the site – The site number was given as this is the best way to make a complaint as it allows the site to go and investigate the problem straight away.

Christ Studd asked how else we are managing the emissions. Other than TOC and CO all other emissions have been within compliance, capping the amount of waste input leaves extra space for mixing to take place. Shredding of waste has also stopped to prevent the waste sticking together and then incomplete combustion taking place.

Health and safety

There has been one lost time accident this was a hand injury caused by entrapment. Following a full investigation it was confirmed as not being due to the culture on site but a lapse in judgement.

Questions

Roy Barker asked – Since the accident in Colchester are we reviewing the vehicle interaction risk? – We have looking into removing the gates on the bays to remove the need for a reversing assistant at the rear and only a front reversing assistant would be needed.

Visitor centre

October – 8 tours – 3 educational, 3 adult groups tours booked including 2 open days

November – 5 tours – 3 adult groups, 2 open days

There are open days planned;

Tuesday 09 January 2018, 10am – 12pm

Thursday 18 January 2018, 2pm – 4pm

Tuesday 23 January 2018, 6pm – 8pm

Tuesday 06 February 2018, 10am – 12pm

Thursday 15 February 2018, 2pm – 4pm

Newsletter

Newsletters will be with 10,000 surrounding neighbours of the site by Christmas. Please let Claire know if you have not received your copy. If you wish to receive a physical newsletter moving forward this needs to be requested and if you would like to sign up for the online newsletter please use the follow link -

<https://www.surveymonkey.co.uk/r/suffolkefwnewsletter>

All

Questions

Roy Barker asked will there be a copy of the annual report given the CLG? – The annual report is in a digital format if members of the CLG would like a physical copy of the report if they request one it can be printed. Claire to offer this to all members of the CLG

Claire

AOB

At March meeting group to discuss changing to meeting every 4 months rather than the current 3 monthly meetings.

All

Date and time of next meeting March 6th 2018. All to start at 6.30pm at the EfW site, Lodge Lane.

Roy Barker